

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: MAY 25, 2012

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
THOMAS
FRASIER
MCDEVITT

OTHERS PRESENT:

REPRESENTING WESTMOUNT HEALTH FACILITY:
BARBARA TAGGART, ADMINISTRATOR
BETSY HENKEL, COMPTROLLER
SUSAN BARTHOLOMEW, DIRECTOR OF NURSING
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
DANIEL G. STEC, CHAIRMAN OF THE BOARD
MARTIN AUFFREDOU, COUNTY ATTORNEY
JOAN SADY, CLERK OF THE BOARD
SUPERVISOR STRAINER
DON LEHMAN, *THE POST STAR*
AMANDA ALLEN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR TAYLOR

Mr. Sokol called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Mr. Sokol thanked the staff of Westmount Health Facility for hosting the meeting and providing a buffet style breakfast and tour of the Facility. He said he hoped that Mrs. Frasier was impressed with her first visit to the Facility and Mrs. Frasier replied that she was very impressed.

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Auer requested to fill the vacant position of WIC (Women, Infants and Children) Nutrition Aide, full time, annual base salary of \$27,496, Grade 6, due to termination. She explained the previous employee had been out on a non-work related disability in excess of one year and was unable to return to work. She noted a temporary employee had been working in the position and was interested in filling the vacancy on a permanent basis. She said the position would be posted on the County website and would be filled on a provisional basis pending a Civil Service Exam. Ms. Auer pointed out that all WIC positions were 100% funded by the WIC Program Grant and were contingent on continued receipt of funding.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to approve the request to fill the vacant position as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Pertaining to pending items, Ms. Auer said there was no update regarding new applications for Certificates of Need (CON) for Certified Home Health Agencies (CHHA's). She noted a report on monthly Emergency Response and Preparedness activities was included in the agenda packet.

Mr. McDevitt stated that the nutritional content of school lunch programs and the availability of carbonated beverages in the school systems were of concern to many people and he asked if any

changes had been made by the local schools in response to the concern. Ms. Auer responded that carbonated beverage vending machines had been removed from local public schools some time ago. She added the school systems could only improve upon the nutritional value of the meals offered to a small degree as they received subsidized foods. She noted many of the schools were offering healthier selections, such as salads.

The Health Services portion of the Committee meeting concluded at 9:33 a.m. and the Westmount Health Services portion of the meeting commenced at 9:48 a.m.

Privilege of the floor was extended to Barbara Taggart, Administrator of Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Taggart distributed copies of the Westmount Health Facility Memorial Day Service Program to the Committee members and commented the Service would be held on May 26, 2012 at 10:30 a.m. and would conclude with a buffet lunch in the Activities Room at 11:30 a.m.; *a copy of the Program is on file with the minutes.* She invited all of the members of the Board of Supervisors to attend the Service. Ms. Taggart distributed copies of the Westmount Health Facility Rehabilitation Services Brochure to the Committee members; *a copy of the Brochure is on file with the minutes.* She mentioned that Select Rehab would print copies of the Brochure which identified the rehabilitation resources available to the residents of Westmount Health Facility.

Commencing the agenda review, Ms. Taggart requested a transfer of funds totaling \$43,000 between various accounts to reflect the cost of nursing agency fees due to coverage needed for medical leave, administrative leave, vacant positions and vacation, sick and personal time usage. Betsy Henkel, Comptroller, explained that she had transferred a percentage of the salaries to cover any necessary agency fees but the amount had not been sufficient.

Motion was made by Mrs. Frasier, seconded by Mr. Thomas and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Taggart presented a request for a contract with The Clements Firm to provide debt collection and legal services for delinquent accounts at Westmount Health Facility. Martin Auffredou, County Attorney, explained the concept had initially been discussed during a Support Services Committee meeting and the purpose of the contract was to obtain outside legal counsel to represent the County for the purpose of collecting delinquent accounts for the residents or prior residents of Westmount Health Facility. He advised that based on the number of cases and the dollar amounts he felt the County Attorney's Office was not equipped to pursue the debt collection for Westmount Health Facility. He said an RFP (Request for Proposal) had been released and the proposal from The Clements Firm had been reviewed and endorsed by the Support Services Committee. He added the proposal included a fee of 28% of the recovered debt plus associated costs. He noted The Clements Firm would handle any necessary litigation and would only receive payment if the funds were recovered. Mr. Auffredou stated the contract terms allowed for an annual renewal of the contract contingent on there being no increase in the cost and he added the contract could be terminated with 30 days written notice by either party. He advised that private practice law firms were able to give the cases more aggressive attention than the County Attorney's Office could. Mr. Sokol inquired about the percentage of recovered funds and Mr. Auffredou replied that in his experience, debt collection agencies charged a fee of approximately 30% and he felt the requested 28% was

reasonable. Mr. McDevitt mentioned he was familiar with The Clements Firm and felt they were more than qualified for the task.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to authorize a contract with The Clements Firm as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the June 15, 2012 Board meeting.*

Ms. Taggart requested a contract with Dr. Daniel Kana, DDS to provide dental services to the residents of Westmount Health Facility for a term commencing July 1, 2012 and terminating June 30, 2013, in an amount not to exceed \$22,200, to be paid at a monthly rate of \$1,850 and allowing annual renewal of the contract contingent on there being no increase in the cost of the contract. She noted Dr. Kana had provided dental services for Westmount Health Facility for the last 15 years and there had been no increase to the contract for the last three years.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to authorize a contract with Dr. Daniel Kana, DDS as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the June 15, 2012 Board meeting.*

Mr. Auffredou exited the meeting at 9:57 a.m.

Ms. Taggart requested a contract with Diane Van Dusen, LMSW (Licensed Master of Social Work) to provide Dementia Care Consultant services to Westmount Health Facility, for a term commencing July 1, 2012 and terminating June 30, 2013, at an hourly rate of \$60 not to exceed 6 hours per month, in a total amount not to exceed \$4,320 annually and allowing for annual renewal of the contract contingent on there being no increase in the cost. Ms. Taggart advised that New York State Department of Health regulations required the contracted services of a LMSW Consultant if the Facility did not have one on staff. She said Ms. Van Dusen had experience with Dementia and behavioral issues and would be a benefit to the Facility.

Motion was made by Mrs. Frasier, seconded by Mr. Thomas and carried unanimously to authorize a contract with Diane Van Dusen, LMSW as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the June 15, 2012 Board meeting.*

Ms. Taggart requested to rescind Resolution No. 864 of 2010 which had authorized a contract with Patricia Pedone, LMSW. She explained that Ms. Pedone was the previous LMSW Consultant who was unable to continue providing services due to personal reasons.

Motion was made by Mr. Thomas, seconded by Mrs. Frasier and carried unanimously to rescind Resolution No. 864 of 2010 as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the June 15, 2012 Board meeting. (Subsequent to the meeting, it was determined that it would be necessary to rescind Resolution No. 560 of 2008 and not Resolution No. 864 of 2010.)*

Ms. Taggart requested to extend the existing contract with Kinney Management Services, LLC to provide monthly software and website OMIG (Office of Medicaid Inspector General) testing of employees and contractors regarding Federal and State exclusion, for a term commencing June 21,

2012 and terminating June 20, 2013, in an amount not to exceed \$650 and allowing annual renewal of the contract contingent on there being no increase in the cost.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to extend the existing contract with Kinney Management Services, LLC as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the June 15, 2012 Board meeting.*

Ms. Taggart requested to amend the Department's Table of Organization to transfer the salary for Clerk Part-Time position from Code No. EF.60100.100 to Code No. EF.60100.600, in the amount of \$11,448 as requested by the County Treasurer's Office. She explained the Clerk Part-Time position's salary was allocated to the correct Department but was not allocated to the correct sub-Department.

Motion was made by Mrs. Frasier, seconded by Mr. Thomas and carried unanimously to amend the Department's Table of Organization as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested to amend the 2012 County Budget to increase estimated revenues and appropriations in the amount of \$218,000 to reflect increases in the Medicare Part A revenue and expenditures. Ms. Henkel explained this was merely an offset necessary for bookkeeping purposes. She noted that since the Facility had contracted with Select Rehab, the revenues had increased significantly and the expenses had increased as a result.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to amend the 2012 County Budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested to amend the 2012 County Budget to increase estimated revenues and appropriations in the amount of \$32,000 to reflect increases in the Medicare Therapy revenue and expenditures. Ms. Henkel explained this pertained to Medicare Part B revenues and expenditures. She noted that Select Rehab handled the therapies associated with Medicare Parts A and B.

Motion was made by Mr. Thomas, seconded by Mrs. Frasier and carried unanimously to amend the 2012 County Budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested a contract with Interim Health Care, Inc. to provide nursing coverage to Westmount Health Facility in the event of an emergency, for a term commencing upon execution of the contract and allowing annual renewal of the contract contingent on there being no increase in the cost. She stated the Facility currently had four other nursing agencies under contract which provided CNA (Certified Nursing Assistant), LPN (Licensed Practical Nurse) and RN (Registered Nurse) coverage on an as needed basis. She said the Staffing Coordinator had recommended contracting with an additional agency as other area nursing homes utilized the same nursing agencies for emergency nursing coverage.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to authorize the contract with Interim Health Care, Inc. as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the June 15, 2012 Board meeting.*

Ms. Taggart reported the following staffing levels at Westmount Health Facility: one LPN, one CNA and one Food Service Helper out on Medical Leave; two LPN's and one Dietary employee out on Administrative Leave; and one vacant LPN position. Ms. Taggart said she was pleased to report that all vacant CNA positions had been filled. Susan Bartholomew, Director of Nursing, commented that the positions listed by Ms. Taggart were all full time positions which required coverage in order to fully staff the Facility.

Ms. Taggart apprised a report on overtime usage was included in the agenda packet which reflected a decrease in overtime usage compared to the same time period in 2011. She noted overtime and per diem employees were utilized for coverage before nursing agencies were contacted. A brief discussion ensued.

Pertaining to the Westmount Health Facility Sprinkler Project, Ms. Taggart reported she had met with Northeast Fire Protection Systems regarding the installation of the sprinkler heads throughout the Facility. She noted Kevin Hajos, Deputy Superintendent of the DPW, and Skip Bessaw, Sr. Building Maintenance Mechanic for Westmount Health Facility, had also attended the meeting. She said the Project was going well and the work had been non-disruptive to the residents. She projected the conclusion of the Project to be by the end of July of 2012. She announced an upcoming project involving an enunciator panel which would be replaced by the fire protection company under contract. Mr. Sokol asked the deadline for completion of the Sprinkler Project and Ms. Taggart replied August of 2013.

Mr. McDevitt commented that the landscaping outside of the Facility was appealing and added to the quality of life and comfort of the residents. Ms. Taggart thanked Mr. McDevitt for his comment and noted there was also a vegetable and flower garden in the back of the Facility which were planted and maintained by residents and staff.

Ms. Taggart read thank you cards received from the family members of residents thanking the staff for the care their loved ones received at the Facility. She also read some obituaries of prior residents which included positive comments regarding the Facility. Mr. McDevitt noted that he had spoken with the family member of a past resident who had been very appreciative of the care their loved one had received at the Facility.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Thomas and seconded by Mr. McDevitt, Mr. Sokol adjourned the meeting at 10:16 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist